

MINUTES
REGULAR MEETING
TUESDAY, JULY 11, 2023

The City Council of the City of Monahans, Texas convened on the above date at 3:00 p.m. in the Council Chambers of City Hall with the following members, officers and visitors present:

Adam Steen	Mayor
Gerald Stava	Council Member District No. 1
Jeppie S. Wilson, Jr.	Council Member District No. 2/Mayor Pro Tem
Calvin Carrell	Council Member District No. 3
Ivy Valenzuela	Council Member District No. 4
Richard Hawkins	Council Member District No. 5
Rex M. Thee	City Manager
Frank Heslin	Assistant City Manager
Tonya Todd	City Secretary
Justin Till	Attorney for the City
Kristopher Quintana	Chief-MPD
Stormey Laws	Captain-MPD
Chris Guzman	Officer-MPD
Teresa Burnett	Chamber of Commerce Executive Director
Billy Riley	Self
Richard Covington	Public Works Director
Christy Sullivan	The Monahans News

ITEM #1 & ITEM #2 Mayor Steen called the meeting to order and Councilman Wilson gave the invocation.

ITEM #3 City Manager Rex M. Thee briefed the Council on approving the minutes of the June 27, 2023 Regular Council Meeting and July 5, 2023 Budget Workshop.

Motion by Councilman Carrell, seconded by Councilman Hawkins to approve the minutes of the June 27, 2023 Regular Council Meeting and July 5, 2023 Budget Workshop.

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

ITEM #4 Presentation by citizens to be heard. Teresa Burnett, Executive Director of the Chamber of Commerce mentioned that the Chamber is really busy with the summer events and they had a record turnout for the Freedom Festival.

ITEM #5 City Manager Rex M. Thee briefed the Council regarding the Pasture Grazing Lease with William E. Riley. Mr. Thee indicated that Mr. Riley grazes cattle and horses on the landfill, and surrounding City property. Mr. Thee mentioned that having the grass grazed before becoming a fire hazard is a benefit and there have been no issues with his lease.

Motion by Councilman Wilson, seconded by Councilman Stava to approve the Pasture Grazing Lease with William E. Riley.

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

ITEM #6 City Manager Rex M. Thee briefed the Council regarding the Second and Final Reading of Ordinance No. 1312 Repealing Ordinance No. 1157 (adopted 3-27-2012) Repealing § 11.01.009 of the Code of Ordinances. Mr. Thee indicated that said ordinance was enacted March 2012, which closed the 700 Block of North Carol beside Sudderth Elementary during school bus pick up and drop off times on school days. Mr. Thee stated that since the elementary school at Sudderth has been permanently closed, there is no longer a need for closure. Mr. Thee mentioned that this ordinance also gives the City authority to remove all signage and markings associated with the street closure. Mayor Steen read the caption out loud.

Motion by Councilman Valenzuela, seconded by Councilman Hawkins to approve the second and final reading of Ordinance No. 1312:

ORDINANCE NO. 1312

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONAHANS, TEXAS, REPEALING ORDINANCE NO. 1157 (ADOPTED 27 MARCH 2012), REPEALING § 11.01.009 OF THE CODE OF ORDINANCES, PROVIDING FOR SEVERABILITY, CODIFICATION, EFFECTIVE DATE, AND FINDING PROPER NOTICE AND MEETING.

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

ITEM #7 City Manager Rex M. Thee briefed the Council regarding an Interlocal Agreement between the Permian Basin Regional Planning Commission and the City of Monahans for E9-1-1 Public Safety Answering Point Services for 09/01/2023 to 08/31/2025. Mr. Thee indicated that the interlocal agreement is reviewed and renewed every two years and allows the necessary equipment, software, training and maintenance to provide 911 services. Mr. Thee mentioned that he, Chief Quintana and Mr. Till, Attorney for the City, reviewed the contract which is essentially the same as the previous two-year contract, and recommends accepting it.

Motion by Councilman Carrell, seconded by Councilman Wilson to approve the Interlocal Agreement between the Permian Basin Regional Planning Commission and the City of Monahans for E9-1-1 Public Safety Answering Point Services for 09/01/2023 to 08/31/2025.

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

ITEM #8 City Manager Rex M. Thee briefed the Council regarding Resolution No. 2023-020 Allocation of Hotel Occupancy (HOT) Fund FY 2023-2024. Mr. Thee indicated that the three main appropriations are Ward County for the Event Center \$500,000, the Million Barrel Museum \$50,000, and the Chamber of Commerce \$216,145. Mr. Thee stated that the remainder is allocated for Special Projects/Events/Advertising and Promotions, Utilities for Historical Sites and Museum, Sports Facilities and events, Airport Fly-In, and Administration. Mr. Thee estimated HOT revenue for FY 23-24 is \$923,688 and currently the HOT Fund balance is \$2,122,449.

Motion by Councilman Wilson, seconded by Councilman Valenzuela to approve Resolution No. 2023-020: To authorize the City Manager to distribute Hotel Occupancy Tax Funds for FY 2023-2024 in the following manner based upon availability of funds and under certain conditions:

- a. Any entity or organization receiving funds must be in full compliance with requirements regarding the receipt of and proper expenditures of Hotel Occupancy Tax Funds as required in the Tax Code, Section 351 V.T.C.S (Act).
- b. Any entity or organization receiving Hotel Occupancy Tax Funds must verify and fulfill contractual obligations as required by Hotel Occupancy Tax Code stipulations and as required by the City of Monahans.
- c. Any entity or organization failing to fully comply with said requirements will have funding terminated.
- d. If Hotel Occupancy Tax Funding is not generated in a sufficient amount to equal approved funding requests, each entity/organization-funding amount will be pro-rated accordingly. Any surplus moneys collected shall be retained by the City to be expended pursuant to the Act by the City Council.
- e. The allocation of funding for the FY 2023-2024 year will be as follows:

1. Chamber of Commerce-Tourism	up to	\$216,145
2. Ward County-Museum Complex	up to	\$ 50,000
3. Roy Hurd Memorial Airport Fly-In	up to	\$ 2,500
4. Sundry Administration	up to	\$ 7,000
5. Project/Events-Advertising/Promotions/Activities		\$ 65,000
6. City Utilities-Museum/Historical/Arts		\$ 12,000
7. City of Monahans Sports Facilities/Events		\$ 25,000
8. Ward County Event Center Infrastructure/Activities	up to	\$500,000
9. Historical Restoration/Preservation		\$ 40,000
		\$917,645

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Aye”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

Ms. Burnett thanked the Council for allocating funds to the Chamber of Commerce.

ITEM #9 Mayor Steen read the following statement out loud, in open session. “The City Council will begin its Executive Session on this 11th day of July 2023 at 3:12 p.m., pursuant to the provisions of the Open Meetings Law - Texas Government Code, in accordance with the authority contained in:

- a) Section 551.074 Personnel Matters: Appointments to the Planning and Zoning Board terms ending 7/31/23 (2 members, 1 alternate member).”

ITEM #10 Mayor Steen read the following statement out loud, in open session. “The City Council has completed its Executive Session on the 11th day of July 2023 at 3:26 p.m.”

City Manager Rex M. Thee briefed the Council regarding Resolution No. 2023-021 Appointments to the Planning and Zoning Board of Adjustment (2 members, 1 alternate member).

Motion by Councilman Wilson, seconded by Councilman Stava to approve Resolution No. 2023-021: To appoint members Blake Heflin and Rudy Sustaita to a two-year term as Planning and Zoning Board of Adjustment regular members, August 1, 2023 through July 31, 2025, subject to their acceptance.

Votes were as follows:

“Aye”	Gerald Stava
“Aye”	Jeppie Wilson
“Nay”	Calvin Carrell
“Aye”	Ivy Valenzuela
“Aye”	Richard Hawkins

Motion carried.

Mr. Thee stated that alternate members to the Planning and Zoning Board will be considered at the next regular meeting.

ITEM #11 Motion by Councilman Hawkins, seconded by Councilman Wilson to adjourn meeting at 3:29 p.m.

Votes were as follows:	“Aye”	Gerald Stava
	“Aye”	Jeppie Wilson
	“Aye”	Calvin Carrell
	“Aye”	Ivy Valenzuela
	“Aye”	Richard Hawkins

Motion carried.

Passed and approved by the Monahans City Council on July 25, 2023.

ATTEST:

APPROVED:

Tonya Todd, City Secretary

Adam Steen, Mayor